

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

**Post-Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): The Faith and Law Project; The Clapham Group

Travel date(s): Oct. 29-31, 2021

Name of accompanying family member (if any): Amy Simon

Relationship to Traveler: ☒ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate	\$57.12	\$400	\$190	
<input type="checkbox"/> Actual Amount				

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate			\$190	
<input type="checkbox"/> Actual Amount				

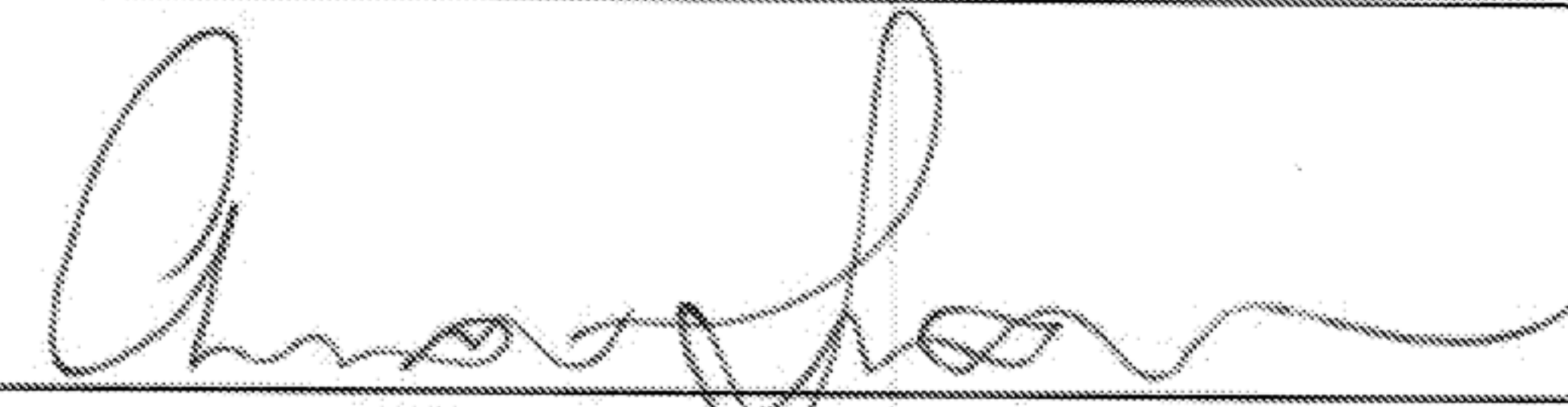
Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached.

11/15/21

(Date)

Ammon Simon

(Printed name of traveler)



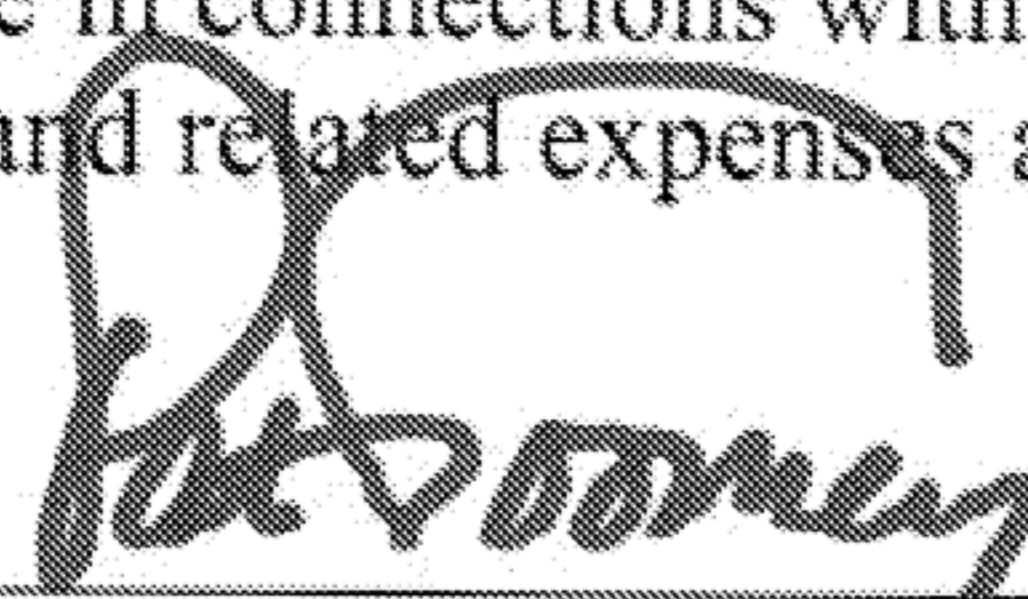
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/17/21

(Date)



(Signature of Supervising Senator/Officer)



### **Description of meetings and events attended**

1. General introductions & welcome; a moment during which all attendees can share what they are passionate about pursuing in their work.
2. Navigating the Times (Cancel Culture vs. Principled Pluralism): The environment for debate has become more difficult to navigate due to the ability of organizations and social media to restrict free expression. This session will discuss the challenges and the need for ongoing free exchange of ideas for the future health of the American experiment.
3. Approximate Justice: Embedded in the American Experiment is the balance of power and the legislative process that requires compromise to result in progress; therefore, it is a given that compromise is necessary. This session will explore how one determines when principles overline process from prudential policy to fundamental principles of one's convictions.
4. Being Anti-Racist: Reviewing Critical Race Theory: The reality of ongoing systemic racial injustice has exposed a need to evaluate systems which require reform to address intentional racial bias; Critical Race Theory is one of those frameworks which has been proposed. We will discuss the broad issues of racial injustice and help staff understand the complexities, pros, and cons of Critical Race Theory.
5. Christian Nationalism vs. Christian Patriotism: The storming of Capital Hill has been viewed by many in the media as an expression of Christian Nationalism. To what extent is this perspective misinformed and/or does it reflect a temptation in certain religious communities toward an unhelpful / overalignment between church and state?
6. Toward a New Renaissance: Policy making is always undertaken in an ever-changing cultural context and is shaped by areas that reach from academia to entertainment. This session will explore in what ways engagement on critical issues can/should be addressed holistically in a multi-sector way that would require an understanding of a broad renaissance society.
7. Reflections on the weekend thus-far; another moment during which attendees can share what they are passionate about pursuing in their work with those around them at dinner.
8. Saving Capitalism (EOM): Some approaches to capitalism have been assessed as too exclusive, and the focus on financial capital at the exclusion of human and environmental capital has been addressed as the critical problem and reason for inequities. This session will discuss policies that explore other forms of capital formation.
9. Sea Change, Experiencing Healing and Wholeness in the Midst of the Waves: Working on Capitol Hill is a particularly stressful environment that requires staff to be attentive to personal and spiritual well-being. This session will explore how to holistically manage stress and conflict, and how to have a healthy work/life balance.



Date/Time Stamp:

**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in **SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Ammon SimonEmploying Office/Committee: Senate Banking CommitteePrivate Sponsor(s) (list all): The Faith and Law Project; The Clapham Group.Travel date(s): Oct 29-31, 2021

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Airlie Hotel and Conference Center, Warrenton VA.

Explain how this trip is specifically connected to the traveler's official or representational duties:

I serve as a counsel on the Banking Committee. This is a seminar for Congressional staff that explores how a Christian worldview impacts our work. The seminar will focus on topics specifically connected to my work as Banking Committee counsel, including capitalism, racial injustice, bipartisan negotiating, and principled policy making.

Name of accompanying family member (if any): Amy SimonRelationship to Employee: ☒ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

10/6/21  
(Date)

  
(Signature of Employee)

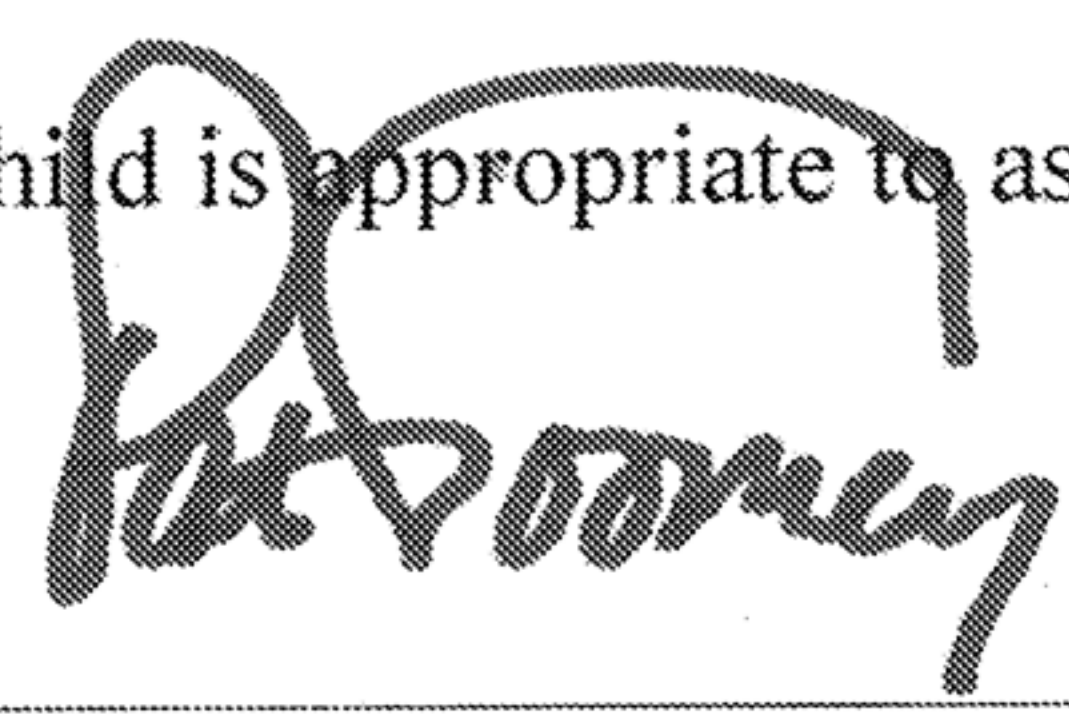
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Pat Toomey hereby authorize Ammon Simon  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☒

10/6/2021  
(Date)

  
(Signature of Supervising Senator/Officer)



## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

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1. Sponsor(s) of the trip (please list all sponsors): The Faith and Law Project; The Clapham Group
  
  2. Description of the trip: A three-day seminar for Congressional staff that explores how a Christian worldview impacts their work in the public square.
  
  3. Dates of travel: October 29-31, 2021
  
  4. Place of travel: Airlie Hotel and Conference Center, Warrenton, VA
  
  5. Name and title of Senate invitees: Attached.
  
  6. I *certify* that the trip fits one of the following categories:
    - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
    - OR —
    - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
  
  7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
    - AND —
    - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
  
  8. I *certify* that:
    - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
    - AND —
    - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).



9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

Faith and Law is solely responsible for creating and organizing the invite list,  
inviting participants, crafting the agenda of speakers and topics, and providing leadership  
for the weekend.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

Faith and Law's mission is to encourage and equip Christian policymakers to more fully understand the  
Biblical worldview and its implication in their calling to the public square. This retreat is an expression of  
that mission, offering an opportunity for Hill staff to be encouraged and equipped together with their families.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

Faith and Law has previously sponsored similar retreats between 2001 and 2015 for Hill staff,  
but has not done so in recent years due to funding challenges.



15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Faith and Law brings a number of distinguished thought-leaders before Members of Congress and Hill staff to

address contemporary political and cultural issues. They also host forums, a mentoring program, seminars, and film

discussions for Congressional and Hill staffers.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$56 per person, via the GSA standard mileage rate for personally owned vehicles (\$.56 per mile)	\$400 total	\$190 total	None.
<input type="checkbox"/> Actual Amounts		\$200 per room, per night	\$95 per night (includes three meals and two snack breaks)	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation **or** b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip is without regard to congressional participation.

18. Reason for selecting the location of the event or trip

See attachment.

19. Name and location of hotel or other lodging facility:

Airlie Hotel and Conference Center in Warrenton, VA

6809 Airlie Road, Warrenton, VA 20187

20. Reason(s) for selecting hotel or other lodging facility:

See attachment.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:  
The sponsor's rate is higher than GSA because this trip is without regard, where all conference participants are staying is the same, and the same rate is being provided for everyone.
22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:  
Each participant will be responsible for their own travel in their privately owned vehicle. Faith and Law will only reimburse staff for personal vehicle mileage.
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).
24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:  
None.
25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):
- Signature of Travel Sponsor: Lauren Noyes  
Name and Title: Lauren Noyes, Executive Director  
Name of Organization: The Faith and Law Project  
Address: PO Box 7585 Arlington, VA 22207  
Telephone Number: (202) 643 - 7685  
Fax Number: \_\_\_\_\_  
E-mail Address: Inoyes@faithandlaw.org



**PRIVATE SPONSOR TRAVEL FORM, ETC.**

**18. Reason for selecting the location of the trip.**

The location (Warrenton, VA) was decided upon in tandem with the location of Airlie Hotel & Conference Center, which was chosen on the basis of a Board member recommendation and based on Airlie’s convenient distance from D.C. and its design to be far enough outside the Capitol Hill bubble to bring fresh perspective for guests.

**20. Reasons for selecting hotel or other lodging facility:**

The location is a convenient distance from D.C. while also designed to be far enough outside the Capitol Hill bubble to bring fresh perspective for speakers and staff. The Airlie facility provides lodging, meals, meeting spaces, and will allow Congressional staff to focus on their personal and professional development. Airlie also provides meaningful meeting experiences which encourage attendee participation and engagement.



NAME	TITLE
Charles Adams (Risch)	LD
Michelle Altman (Lankford)	COS
Anna Breen (Ernst)	LA
Stephen Boyd (Lankford)	LA
Jennifer DeCasper (Scott)	COS
Alaura Ervin (Scott)	Deputy LA
Luke Holland (Inhofe)	COS
Logan Jolley (Foreign)	Director of Operations
Zack Jones (Rick Scott)	Communications Coordinator
Dominique McKay (Tim Scott)	Communications Director
Vijay Menon (JEC)	Policy Advisor
Jessica Newman (Tuberville)	Administrative Director
Susan Occhipinti (Lankford)	LA
Tim Petty (Risch)	Senior Advisor
Christiana Reasor (Moran)	LA
Lisa Schultz (Chaplain)	COS
Sarah Seitz (Lankford)	LD / General Counsel
John Shelton (Lee)	LA
Ammon Simon (Banking)	Counsel
Sharon Soderstrum (McConnell)	COS
Steven Stafford (Barrasso)	Speechwriter
Erica Suares (McConnell)	Policy Advisor
Wil Vickery (Fischer)	Speechwriter and Editor
Courtney Webb (Lankford)	LA



## 2021 RETREAT

Dear Friends,

Faith and Law is hosting a leadership retreat for House and Senate staffers from October 29 - 31 at the charming and historic Airlie Hotel and Conference Center in Warrenton, VA, 50 miles west of Capitol Hill.

This retreat is intended for Hill staff and their families. It is our desire for spouses to fully participate in all aspects of the retreat and for families to have the opportunity to get to know one another.

As a guest, Faith and Law will provide accommodations, meals, and a standard mileage reimbursement for your personal vehicle. If you are a staffer with children, we will provide a kids program of planned activities during all retreat sessions.

Please visit our retreat webpages for details, to RSVP, see the daily schedule, read speaker bios, and download forms for compliance with Senate and House Ethics rules.

Additional information will be sent via email as we approach October.

For questions regarding Faith and Law, please contact [lnoyes@faithandlaw.org](mailto:lnoyes@faithandlaw.org).  
For questions/concerns regarding RSVPing for this event, please contact [trisha@claphamgroup.com](mailto:trisha@claphamgroup.com).

I hope you can join us for this retreat.

Sincerely,



Lauren Noyes  
Executive Director  
202-285-5380

RSVP ONLINE ASAP



RSVP ONLINE

[www.faithandlaw.org/2021-retreat/](http://www.faithandlaw.org/2021-retreat/)



## Faith & Law Retreat 2021

October 29 – 31, 2021

### Friday, October 29

#### 6:00 - 7:15pm Opening Dinner Session

- 6:00 – 6:30pm Welcome
- 6:30 – 7:15pm Table Exercise: *General introductions & welcome; a moment during which all attendees can share what they are passionate about pursuing in their work.*
  - Todd Deatherage, Telos, *moderator*
  - Mark Rodgers, Clapham Group, *moderator*

#### 7:30 - 9:00pm Evening Session

- 7:30 – 9:00pm Navigating the Times (Cancel Culture vs. Principled Pluralism): *The environment for debate has become more difficult to navigate due to the ability of organizations and social media to restrict free expression. This session will discuss the challenges and the need for ongoing free exchange of ideas for the future health of the American experiment.*
  - Stephanie Summers, The Center for Public Justice, *presenter*
  - Cherie Harder, Trinity Forum, *response*

### Saturday, October 30

#### 8:00am Breakfast

#### 9:00 - 11:30am Morning Session

- 9:00 – 10:15am Approximate Justice: *Embedded in the American Experiment is the balance of power and the legislative process that requires compromise to result in progress; therefore, it is a given that compromise is necessary. This session will explore how one determines when principles overline process from prudential policy to fundamental principles of one's convictions.*
  - Steve Garber, author, *presenter*
  - Stephanie Summers, The Center for Public Justice, *response*
- 10:15 – 11:30am Being Anti-Racist; Reviewing Critical Race Theory: *The reality of ongoing systemic racial injustice has exposed a need to evaluate systems which require reform to address intentional racial bias; Critical Race Theory is one of those frameworks which has been proposed. We will discuss the broad issues of racial injustice and help staff understand the complexities, pros, and cons of Critical Race Theory.*
  - D. J. Jordan, Pinkston Group, *presenter*



- Todd Deatherage, Telos, *response*

### **12:00 - 1:00pm Lunch**

- Break

### **2:00 - 5:00pm Afternoon Session**

- 2:00 – 3:30pm Christian Nationalism vs. Christian Patriotism: *The storming of Capital Hill has been viewed by many in the media as an expression of Christian Nationalism. To what extent is this perspective misinformed and/or does it reflect a temptation in certain religious communities toward an unhelpful / over-alignment between church and state?*
  - Cherie Harder, Trinity Forum, *moderator*
  - Stephanie Summers, The Center for Public Justice, *panelist*
  - Todd Deatherage, Telos, *panelist*
  - D.J. Jordan, Pinkston Group, *panelist*
- 3:30 – 5:00pm Toward a New Renaissance: *Policy making is always undertaken in an ever-changing cultural context and is shaped by areas that reach from academia to entertainment. This session will explore in what ways engagement on critical issues can/should be addressed holistically in a multi-sector way that would require an understanding of a broad renaissance society.*
  - Mark Rodgers, Clapham Group, *presenter*
  - Cherie Harder, Trinity Forum, *response*

### **6:00 - 7:15pm Dinner**

- Table Exercise: *Reflections on the weekend thus-far; another moment during which attendees can share what they are passionate about pursuing in their work with those around them at dinner.*
  - Jay Jakub, EOM.ORG, *moderator*
  - Mark Rodgers, Clapham Group, *moderator*

### **7:30-9:00pm Evening Session**

- 7:30 – 9:00pm Saving Capitalism (EOM): *Some approaches to capitalism have been assessed as too exclusive, and the focus on financial capital at the exclusion of human and environmental capital has been addressed as the critical problem and reason for inequities. This session will discuss policies that explore other forms of capital formation.*
  - Jay Jakub, EOM.ORG, *presenter*
  - Steve Garber, author, *response*

**Sunday, October 31**

**8:00am Breakfast**



**9:00 - 11:30am Morning Program**

- 9:00 – 10:00am Sea Change, Experiencing Healing and Wholeness in the Midst of the Waves: *Working on Capitol Hill is a particularly stressful environment that requires staff to be attentive to personal and spiritual well-being. This session will explore how to holistically manage stress and conflict, and how to have a healthy work/life balance.*
  - Jay Jakub, EOM.ORG, *presenter*
- 10:00 – 11:00am Reconciling Differences: *Disagreements between reasonable and well-meaning adults are a given in life. This session will explore tactics and/or steps to maintain friendship and unity while we navigate our disagreements, especially in a polarized environment.*
  - Todd Deatherage, Telos, *presenter*
- 11:00am – 12:00pm Faith and Law Focus Group: Felt Needs of Hill Staff: *Review of the retreat and recommendations for Faith and Law on how to be attentive to hill staff.*
  - Lauren Noyes, Faith and Law, *presenter*

**12:00pm Departure** (*Participants will be offered a bag lunch on the go*)